



# FAIRFAX COUNTY

DEPARTMENT OF PURCHASING & SUPPLY MANAGEMENT  
12000 GOVERNMENT CENTER PARKWAY, SUITE 427  
FAIRFAX, VIRGINIA 22035-0013

[www.fairfaxcounty.gov/dpsm](http://www.fairfaxcounty.gov/dpsm)

VIRGINIA

Telephone: (703) 324-3201 Fax: (703) 324-3228 TTY: 1-800-828-1140

Alternative House  
P. O. Box 694  
Dunn Loring, VA 22027

DATE: JUN 10 2003

Attention: Judith Dittman, Executive Director

Subject: Acceptance of Contract Award

Reference: RFP03-647466-18, Shelter for Runaway Adolescents

**Contract Number: RQ03-647466-18A**

## ACCEPTANCE AGREEMENT


Award is hereby made on June 5, 2003 to Alternative House for the term from July 1, 2003, through June 30, 2006, for Shelter for Runaway Adolescents in accordance with:

- 1) This Acceptance Agreement;
- 2) Memorandum of Negotiation

This is not an order to proceed; Purchase Order or other notice to proceed will follow;

All prior representations and additional or inconsistent oral or written statements are superceded, null and void.

County Purchasing Agent:

  
Cathy A. Muse, CPPO



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## MEMORANDUM OF NEGOTIATION

RFP03-647466-18

The County of Fairfax (hereinafter called 'County') and Alternative House (hereinafter called 'Contractor') hereby agree to the following in the execution of Contract RQ647466-18A. The final contract contains the following items:

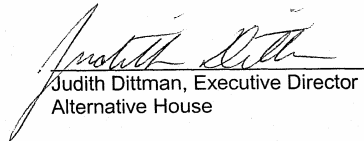
- a) Fairfax County's RFP 03-647466-18 and all Addenda
- b) Alternative House's Technical and Business Proposal as amended by this Memorandum of Negotiation
- c) Written correspondence from the County to the Contractor dated April 02, 2003
- d) Written correspondence from the Contractor to the County received April 22, 2003
- e) Written correspondence from the County to the Contractor dated April 24, 2003 (e-mail)
- f) This Memorandum of Negotiation
- g) County's Purchase Order
- h) Any subsequent amendments to the contract

The following provisions are included in the contract:

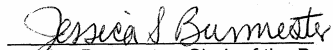
- 1. The Contractor agrees to the final contract amount of \$138,135.36, to be paid in twelve monthly installments of \$11,511.28 after services have been rendered. Services will be for up to 560 bed days provided to Fairfax County and the cities of Fairfax and Falls Church adolescents.
- 2. During the first three (3) months of the contract, the Contractor will track the number of adolescents whose parents have private third-party insurance and those adolescents who are Medicaid eligible and/or enrolled. After the initial three month period for which data is collected, the Contractor will meet with representative(s) from the Fairfax-Falls Church Community Services Board (CSB) to review billing options and determine future billing procedures.
- 3. The Contractor will indicate the client diagnosis on the discharge plan. In cases where an accurate diagnosis is not determinable, typically when a client is at the program less than 72 hours, the Contractor will indicate the following, 'Diagnosis unobtainable'.

4. Any incident(s) requiring a written report must be forwarded to the CSB within twenty-four (24) hours of the occurrence.
5. The Contractor will submit all reports on a monthly basis during the first three (3) months of the contract. Thereafter, the County, by its own discretion, will decide whether to continue monthly reports or transition to quarterly reports instead.

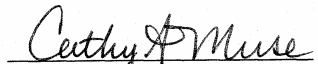
ACCEPTED BY:

  
Judith Dittman, Executive Director  
Alternative House

May 29, 2003  
Date

  
Jessica Burmester, Chair of the Board  
Fairfax-Falls Church Community Services Board

6/2/03  
Date

  
Cathy A. Muse, CPPO  
Director/County Purchasing Agent

6/10/03  
Date